

Report for Week Ending 12 December 1956
from
PROJECT STAFF

Project 4-84 - Vital Materials Microfilm Project

Filming of the ORR/Geographic Division file is scheduled to start on Monday, 17 December. Details of this project appear in a memorandum for the record.

Projects 4-83, 4-96, 5-59, 5-68

No change from previous report.

25X1A9a General Information

Mrs. [REDACTED] OCR/Library accompanied last weeks trip to the repository to work on the library reference collection. The size of the present collection is less than half the expected volume of the complete collection. The present collection is stored on wooden book shelving, but consideration is being given to converting to metal adjustable shelving, which would afford better space utilization. 25X1A9a

✓ Mr. [REDACTED] and seventeen (17) people from DD/P visited the repository last Saturday, 8 December. Mr. [REDACTED] stated that these visitors spent approximately forty-five (45) minutes in the vault.

✓ On-the-job training.

25X1A9a	Mr. [REDACTED]	20 hours
	Mr. [REDACTED]	4 hours
	Mr. [REDACTED]	4 hours

Effective Speaking

Mr. [REDACTED]	4 hours
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[REDACTED]